



## KNIGHTDALE TOWN COUNCIL MINUTES

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950 Steeple Square Court, Knightdale, North Carolina 27545

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**February 9, 2013**

The Knightdale Town Council met at 8:30 a.m. at the Knightdale Public Safety Center Training Room, 967 Steeple Square Court, Knightdale, NC.

**PRESENT:** Mayor Russell Killen; Mayor Pro Tem Mike Chalk; Councilors Jeff Eddins, Tim Poirier, James Roberson, and Dustin Tripp.

**ABSENT:** No one.

**Staff Members Present:** David York, Town Attorney; Seth Lawless, Town Manager; Suzanne Yeatts, Town Clerk/HR Director; Jimmy Overton, Finance Director; Chris Hills, Planning Director; Jason Godwin, Police Chief; Tim Guffey, Fire Chief; Fred Boone, Town Engineer/Public Works Director; Tina Cheek, Parks and Recreation Director; Brian Bowman, Public Information Officer; Lawrence Capps, Police Captain; Tony Lashley, Police Captain; Joey Gombatz, Accounting Operations Manager; Brent Quick, Purchasing Agent; Keith Archambault, IT Administrator.

### **Welcome**

Mayor Killen welcomed participants at 8:46 a.m. and removed the item concerning the Red Light Camera Contract Renewal from the agenda stating that this could be discussed at a future Town Council meeting.

### **Employment Forecast**

Town Manager Seth Lawless presented the employment forecast for the next three years adding five new positions.

Council discussed the accreditation process proposed for the police department and Police Chief Jason Godwin answered questions.

Council suggested revisiting the Public Safety Officer request at mid-year.

**Draft Capital Improvement Plan**

Jimmy Overton, Finance Director, reviewed current project budget and expenditures to date and presented the proposed Capital Improvement Plan for fiscal year 2014.

Council discussed the need for resurfacing Second Avenue and Mayor Killen suggested having the Old Town Oversight Committee discuss.

Town Engineer Fred Boone answered questions regarding First Avenue construction and noted that the street could reopen in the next two weeks.

Mayor Killen suggested scheduling a Committee of the Whole meeting to discuss Capital project priorities.

**Financial Presentation:****FY2013 Budget Review, FY2014 Revenue Forecast, Knightdale Station Financing Alternatives**

Finance Director Jimmy Overton reviewed the current year budget, future revenue forecast, and financing alternatives for the Knightdale Station project.

**Branding Initiative**

Mayor Killen gave an overview of the Town's branding initiative.

Brian Bowman, Public Information Officer, reviewed the Town's proposed plans for a branding initiative and explained strategy and execution.

Council agreed on beginning work on strategy and spreading the cost of the initiative over the next few budget years.

**2013 Departmental Plans**

Each department presented their respective 2013 plans and answered questions from Council.

Councilor Poirier requested staff organizing a greenway tour this spring.

**Other Discussion Items**

Councilor Tripp commented on the amount of professionalism shown by Town staff and expressed his appreciation.

Council discussed fund balance requirements.

The following members of the Land Use Review Board and Parks and Recreation Advisory Board joined Council for a brief discussion over lunch:

Ben McDonald  
Bernice Campbell  
Mike Snow  
Doug Taylor  
Mark Swan

Meeting adjourned at 12:15 p.m.



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Mayor Russell B. Killen



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Town Clerk Suzanne M. Yeatts